

**CITY OF OKANOGAN
COUNCIL MINUTES
December 19, 2023**

CALL TO ORDER

The Regular Meeting of the Okanogan City Council was called to order by Mayor Pro Tem Bauer at 7:00 p.m.

The following were:

Present: Mayor Pro Tem Lisa Bauer Councilmembers: Rob Chilcote, Rob Gillespie, Eric Lind, Sr., and Greg Oyler.

Also Present: Clerk Treasurer Jessica Blake, Deputy Clerk Treasurer Susan Stewart, Public Works Director Shawn Davisson, Fire Chief Brad Armstrong, and City Attorney Scott DeTro.

Present through Zoom: Denise Varner and Undersheriff David Yarnell of the Okanogan County Sheriff's Office.

APPROVAL OF AGENDA AND CONSENT AGENDA

Mayor Pro Tem Bauer asked if there were any alterations to the Agenda or Consent Agenda. Gillespie moved, seconded by Chilcote to approve the Agenda and Consent Agenda as presented. Mayor Pro Tem Bauer asked if there were any objections to the motion. Seeing no objection raised, the motion passed without objection.

EXCUSE COUNCILMEMBERS

Councilmembers Denise Varner and John Lyles were excused with passage of the Agenda and Consent Agenda. (However, Varner was present via Zoom)

APPROVAL OF MINUTES

The Minutes of the Regularly Scheduled Council Meeting of December 5, 2023 were approved with passage of the Consent Agenda.

APPROVAL OF VOUCHERS

Claims Vouchers numbered 54144 through 54182 dated December 19, 2023 in the amount of \$187,686.04, a Debit Card Transaction dated November 8, 2023 in the amount of \$90.00, and a Loan Payment dated November 23, 2023 in the amount of \$11,265.00 were approved with the Consent Agenda.

PUBLIC COMMENT

Mayor Pro Tem Bauer opened the floor for Public Comment. Seeing none offered, Public Comment was closed.

DEPARTMENT HEAD REPORTS

Director of Public Works Davisson submitted a written report and in addition announced:

- The reroofing project at the Wastewater Treatment Plant has been completed
- Performed annual aerial equipment inspections
- Performed snow & ice control operations as needed
- Attended the Okanogan River Airshed Partnership meeting
- Attended the Okanogan Council Of Governments (OCOG) meeting
- Accepted delivery of a new stump grinder and trailer

Clerk Treasurer Blake submitted a written report and in addition announced:

- Attended Public Works Board Reimbursement Training – learned of incentives for early project completion
- Advertised open Code Enforcement/Animal Control Officer position – 8 applications received

Sheriff's Office submitted a written report and Undersheriff Yarnell reviewed the information in the report and answered questions.

Fire Chief Armstrong submitted a written report and had nothing to add.

COMMITTEE REPORTS

There were no Committee Reports on the Agenda.

UNFINISHED BUSINESS

There was no unfinished business on the Agenda.

NEW BUSINESS

Executive Session - RCW 42.30.110 1(i)

Mayor Pro Tem Bauer called an Executive Session at 7:19 p.m. to 7:50 p.m. to discuss potential litigation pursuant to RCW 42.30.110 (1) (i). Mayor Pro Tem Bauer announced the council is expected to take further action following the executive session. At 7:49 p.m. Clerk Treasurer Blake announced the Council is extending the Executive Session an additional fifteen minutes to 8:05 p.m.

Executive Session closed at 8:05 p.m. Mayor Pro tem Bauer reconvened the Regular Meeting at 8:06 p.m.

Abatement Action

The Council is instructing the City Attorney to contact the property owner of 520 2nd Avenue, South Attorney to discuss the proposal made by the property owner's attorney.

Oath of Office

- Lisa Bauer – CM Position 1
- Robert Chilcote – CM Position 4

Clerk Treasurer Blake administered the Oath of Office to Councilmembers Lisa Bauer and Robert Chilcote.

1st Class Office Solutions Service Contract

Clerk Treasurer Blake introduced the 1st Class Office Solutions Service Contract.

Lind, Sr. moved, seconded by Chilcote to approve the 2023-2024 1st Class Office Solutions Service Contract and authorize payment.

There was a brief discussion.

Vote on the motion.

Ayes: Lind, Sr., Varner, Bauer, Oyler, Chilcote, Gillespie

Noes: None

Motion Carried: 6 Ayes: 0 Noes

Gray & Osborne Amendment 17 – Elmway Water Main Extension

Public Works Director Davisson introduced Gray & Osborne, Inc. Amendment No. 17 to Contract for Professional Engineering Services.

Oyler moved, seconded b Gillespie to approve the Gray & Osborne, Inc. Amendment No. 17.

There was a brief discussion.

Vote on the motion.

Ayes: Oyler, Varner, Gillespie, Chilcote, Bauer, and Lind, Sr.

Noes: None

Motion Carried: 6 Ayes: 0 Noes

Ordinance No. 1227 – 2023 Budget Amendment

Clerk Treasurer Blake introduced Ordinance No. 1227 – 2023 Budget Amendment.

Lind, Sr. moved, seconded by Chilcote to adopt Ordinance No. 1227.

There was a brief discussion.

Vote on the motion.

Ayes: Bauer, Gillespie, Lind, Sr., Oyler, Chilcote, and Varner

Noes: None

Motion Carried: 6 Ayes: 0 Noes

TIB Contract Award Acceptance – 3rd Avenue Improvements

Public Works Director Davisson introduced TIB Contract Award Acceptance – 3rd Avenue Improvements.

Gillespie moved, seconded by Oyler to approve the TIB Contract award for 3rd Ave Improvements and authorize Mayor Pro tem Bauer to sign the necessary contract documents.

There was a brief discussion.

Vote on the motion.

Ayes: Lind, Sr., Bauer, Varner, Gillespie, Oyler, and Chilcote

Noes: None

Motion Carried: 6 Ayes: 0 Noes

Gray & Osborne Consultant Agreement Amendment 1 for Oak Street Improvements

Public Works Director Davisson introduced Gray & Osborne Consultant Agreement Amendment 1 for Oak Street Improvements.

Oyler moved, seconded by Chilcote to approve Supplemental Agreement 1 with Gray & Osborne, Inc. for the Oak Street Improvements and authorize Mayor Pro tem Bauer to sign the agreement.

There was a brief discussion.

Vote on the motion.

Ayes: Lind, Sr., Bauer, Chilcote, Varner, Gillespie, and Oyler

Noes: None

Motion Carried: 6 Ayes: 0 Noes

PUBLIC COMMENT

Mayor Pro Tem Bauer opened the floor and invited Public Comment.

Gagandeep Singh Bains of 520 2nd Ave, South requested the Council consider allowing him additional time to repair his building instead of demolishing.

COUNCILMEMBER'S COMMENT

Varner announced next Chamber event will be the Food Truck Festival in April 2024

Chilcote wished everyone a Merry Christmas and a Happy New Year.

Bauer congratulated Clerk Treasurer Blake on completing her first year. Bauer announced she completed and submitted her final project for her Master's Degree and brought Truffles to share and celebrate.

MAYOR'S REPORT

There was no Mayor's Report.

ADJOURNMENT

There being no further business before the Council, the Meeting was adjourned at 8:23 p.m.

APPROVED:

Lisa Bauer, Mayor Pro Tem

ATTEST:

Jessica Blake, Clerk Treasurer

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